

Minutes of the Regular Monthly  
Library Board of Trustees  
July 24, 2017

Agenda: Reading of the Open Public Meeting Act

Roll Call: Tracy Quamme, Terrilisa Bauknight, Scott McDonald, Ron Duryea, John Valentine, Dave Higgins, Michael Heinrich (Deputy mayor), Charlene Jones    Absent: Lance Rozsa, Jeanine Gleba  
Tracy Quamme filled in for director Usha Thampi-Lukose who was on vacation.

A quorum was present.

The regular monthly meeting of the Washington Public Library, Board of Trustees, was called to order by President T. Bauknight at 6:30 p.m.

A motion was made by S. McDonald and seconded by R. Duryea to approve the minutes from the June 26, 2017 regular monthly meeting.    Making 4 Ayes,    Abstain: D. Higgins, M. Heinrich and J. Valentine    Motion carried.

COMMUNICATIONS: T. Bauknight spoke to K. Meichsner about the book situation and he was very receptive with the explanation about why the books are sold.

AUDIENCE: None.

TREASURER'S REPORT: A motion was made by S. McDonald and seconded by D. Higgins to accept the treasurer's and financial reports for the month ending June 2017 as presented.

Roll Call – Ayes:    S. McDonald, R. Duryea, T. Bauknight, J. Valentine, D. Higgins, M. Heinrich, C. Jones

Nays: None    Motion carried. The treasurer's report will be filed for audit.

DIRECTOR'S REPORT: A motion was made by J. Valentine and seconded S. McDonald to accept the June 2017 Director's Report. The motion was carried unanimously.

- 1) A motion was made by D. Higgins and seconded by S. McDonald to be put in writing from ACE about adding the fax kit to copier with the increase per month of \$21.04 to our current \$119.00, bringing our new total to \$140.00 for our leasing agreement. The Fax option/component will need to move line for fax to where the copier is and by adding the fax to the copier this will place the responsibility onto the patron if there is a problem.

Roll Call – Ayes: T. Bauknight, S. McDonald, J. Valentine, R. Duryea, D. Higgins, M. Heinrich, C. Jones

Nays: None    Motion carried.

COMMITTEE REPORTS:

House: Not sure where the sign that is being made for the library should be placed, R. Duryea, D. Higgins and M. Heinrich were going to take a look and try to figure this out.

Policy: None.

UNFINISHED BUSINESS: J. Valentine needs to find out what is needed for The Friends of the Library to get the tricky tray going.

NEW BUSINESS: T. Bauknight presented to the board a list of different projects that need to be done for the library they are as follows:

Independent attorney, power rights of the board, services to the township, fill vacant board position, board of trustee's policy and procedures, friends of the public library, purchases and support, info to public, youth services librarian, personnel policies, landscaping, signage, clarification on board tenure, trainings, clarification with union, website, fax and printers, full time director, accounts, budget 2018, changing table for bathroom, technology, some of these items are being worked on as of now.

D. Higgins called to our attention that the auditor put Morris instead of Warren County on his report.

There being no further business, a motion was made by D. Higgins and seconded by S. McDonald to adjourn the meeting at 7:40 p.m. Motion carried.

The next regular monthly meeting of the Washington Public Library, Board of Trustees will be held on Monday, August 28, 2017 starting at 6:00 pm.

Respectfully submitted,

Charlene Jones, Secretary